

County Website Replacement Training Session Two Questions and Answers

Question	Answer
Is the production push on the :00 and :30 of every hour?	Yes.
I have two divisions with two pools of documents. Will we be able to keep those two divisions' documents separate?	Yes.
Do we have to load the document to the media library, or is there also an option to upload directly to where we want to link?	Documents must be loaded to the media library.
We have a lot of fillable forms. Will we be able to house them here?	Yes.
Will the fillable PDFs show the signature field?	Yes.
Do we have the ability to open the link in a new tab or page?	It is based on how your browser is set up.
Can we take the fillable forms and have them also "submittable" to an office email?	Yes.
Do we have access to stock photos within the new system?	Yes. The team will look at adding photos, icons and the style guide.
Can we add videos to the media library?	Yes.
Is there a size limitation to video and all files?	TBD.
Will the images need to be a certain size when uploaded or will they scale to fit?	Departments can upload images up to 2 MB.
Can we attach a PDF, or is copy/paste necessary?	You can link a PDF or copy and paste content.
Would we be able to put a link to a virtual event in the address field?	Yes.
Will we need to continue to request special URLs from the web team?	Yes.
Is there a test site available for practice?	Yes.

Question	Answer
Is it okay to create content directly in the editor without using Word?	Yes, but word is the gold standard for spelling and grammar check, and we encourage you to draft written content in word before moving it into the content management system.
What is the difference between a "homepage" and a "landing page" in Drupal?	"Homepage" refers to the main County landing page. "Landing page" refers to department pages.
Can we change the font size?	Yes.
Can you upload tables from Word instead of using Drupal's table editor?	Yes.
Can you attach documents to an event?	Yes.